



KAY IVEY
GOVERNOR

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH
TAYLOR HARDIN SECURE MEDICAL FACILITY
1301 JACK WARNER PARKWAY NORTHEAST
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KIMBERLY G. BOSWELL
COMMISSIONER

YOLANDA D. CLAY, DHA,
MBA,
ACTING FACILITY
DIRECTOR

EMPLOYMENT OPPORTUNITY

JOB TITLE: Safety Officer I

OPEN DATE: 10/21/2022

CLOSE DATE: Until Filled

JOB LOCATION: Taylor Hardin Secure Medical Facility
Tuscaloosa, Alabama

NUMBER: 22-28

JOB CODE: S6000

SALARY

- Range 68 (\$35,092.60- \$58,692.00 Annually).
- Salary will be commensurate with experience and State of Alabama Personnel guidelines.

BENEFITS

- 12 paid holidays.
- 1 personal leave day accrued each January.
- 13 sick leave days.
- 13 annual leave days accrued in the first year of employment.
- Longevity bonus annually after 5 years of employment.
- Continuous opportunities for acquiring CE's needed for maintaining professional license.
- Very low-cost health and dental insurance through the [Alabama State Employee Insurance Board](#).
- Defined retirement benefit (not impacted by economic downturns) and a pre-retirement death benefit through the [Retirement Systems of Alabama](#).
 - After 1 year, the minimum amount of the pre-retirement death benefit paid to your designated beneficiary is at least equal to your current or previous fiscal year annual salary.

MINIMUM QUALIFICATIONS

- High school diploma or GED equivalency.
- 24 months or more experience as a fire fighter, enforcement officer, building inspector, safety officer, or in a hospital setting enforcing environment of care with respect to fire and safety issues.
- 12 months or more experience working with NFPA Life Safety Code and knowledge of fire prevention.

KIND OF WORK

- Organizes, manages, and directs the hospital safety program.
- Conducts routine inspection of facility buildings, safety equipment and grounds to ensure all environment of care standards are met.
- Identifies and reports hazardous conditions for patients and employees taking appropriate and timely corrective action that minimizes risk to persons and property.

- Trains employees on safety issues, policies and procedures, and safety regulations.
- Conducts fire and disaster drills at the facility.
- Documents data regarding facility safety issues to ensure appropriate corrective measures are applied.
- Prepares appropriate safety reports.
- Ensures necessary records are prepared and maintained according to established guidelines.
- Directs and participates on various hospital committees.
- Enters incident reports into database system as needed/required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge, skill, and ability to recognize medical and psychiatric emergencies.
- Knowledge of the NFPA Life Safety Codes.
- Knowledge of Environment of care Standards.
- Knowledge of JCAHO and CMS standards.
- Knowledge of fire safety and prevention practices.
- Ability to communicate effectively, both verbally and in writing.
- Ability to instruct staff on fire and safety procedures and practices.
- Ability to interpret and enforce regulations.
- Ability to interact with various officials, professional associates, private contractors, vendors, and hospital department heads in an effective and professional manner.
- Ability to effectively utilize a PC and various business software.
- Ability to manage and participate on required hospital committees.

METHOD OF SELECTION

- Applicants will be rated based on an evaluation of their job-related training, abilities, experience, and education, and should provide adequate work history identifying experiences related to the duties and minimum qualifications as mentioned above.
- All relevant information is subject to verification.
- **Drug screening and security clearances will be conducted on prospective applicants being given serious consideration for employment whose job requires direct contact with patients.**

Click Here to Apply Now:

<https://laserfiche.alabama.gov/Forms/ADMH-Job-Application>

Only work experience detailed on the application will be considered. Applications should be submitted by the deadline to be considered. Announcements open until filled will remain open until a sufficient applicant pool is obtained. Applications should be submitted as soon as possible to ensure the application will be considered for the position. Copies of License/Certifications should be uploaded with your application. A copy of the academic transcript is required. Appointment of successful candidate will be conditional based on receipt of the official transcript provided by the school, college, or university.